THE ARMY
DISTANCE LEARNING PROGRAM

TADLP Courseware Testing Procedures

Block 2

6 June 2001

OFFICE OF THE PROJECT MANAGER
THE ARMY DISTANCE LEARNING PROGRAM

PURPOSE: To inform the Proponents Schools/Others of The Army Distance Learning Program (TADLP) requirements for the Courseware Process.

NOTE: These Courseware Procedures are TADLP requirements, not ATSC, TRADOC, or Army procedures.

If you have any questions you can call or email the individuals listed below

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If you would like to mail any Courseware/Software FEDEX use the following address:

TADLP Test Center
Bldg 1522, 11th St
2nd Floor
Ft Eustis, VA 23604

If you mail any Courseware/Software Regular Mail use the following address:

TADLP Test Center
Bldg 1522, 11th St
2nd Floor
Ft Eustis, VA 23604

INTRODUCTION

The Interactive Multimedia Instruction (IMI) Courseware/URL review process for The Army Learning Distance Learning Program (TADLP) Test Facility is presented in detail. TADLP Test Facility examines the IMI courseware capability with TADLP hardware configuration.

RECEIVING COURSEWARE

a. All incoming courseware compact disk (CD) will require a production copy including jewel case inserts, completed load instruction, an ATSC/Other Agencies Certification Letter/Date if applicable, and the POC for each appropriate school.
b. TADLP will assign Courseware CD control numbers and. log into TADLP database.

COURSEWARE PROCESS

Automatic Courseware failures:

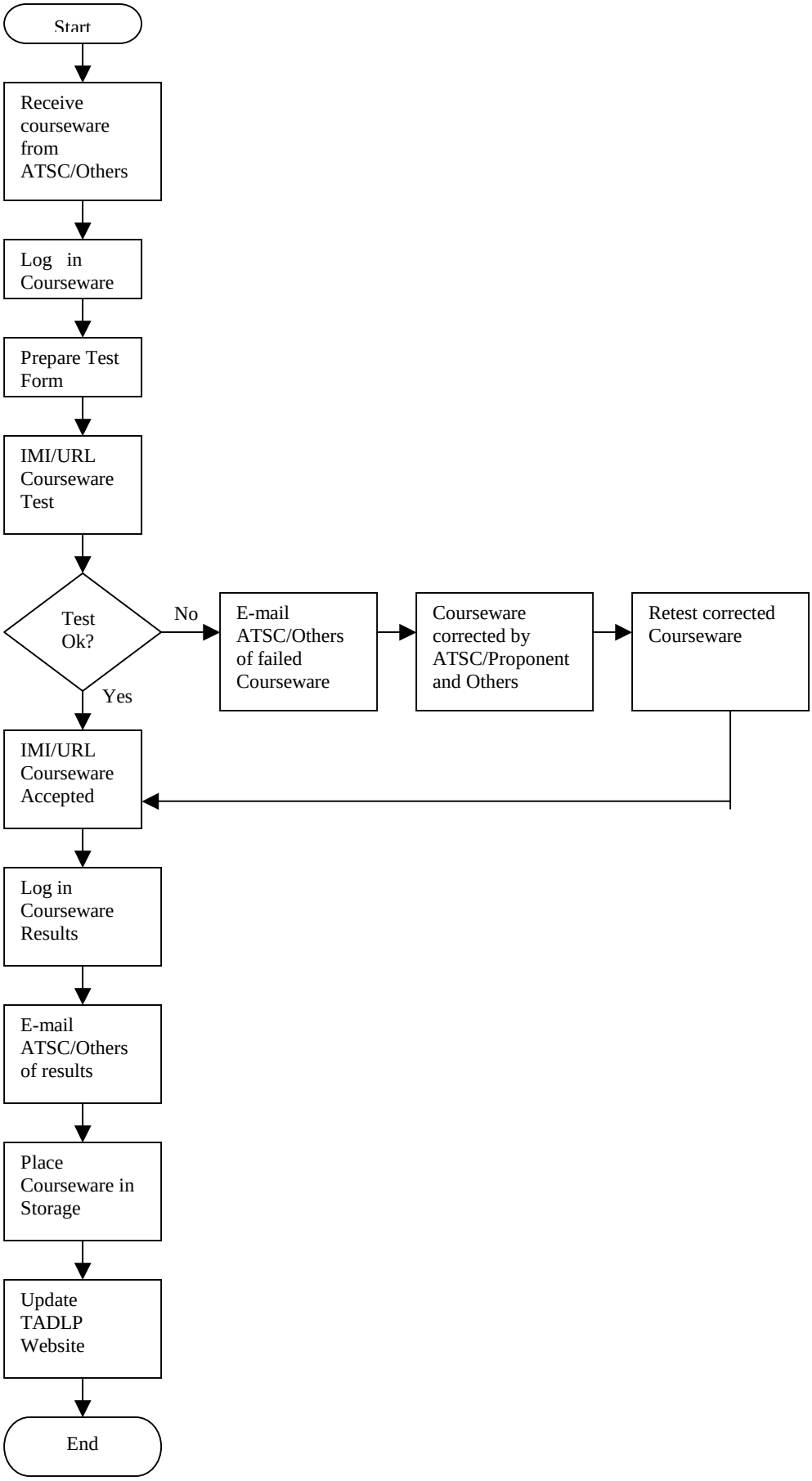
a. Without loading instructions
b. Mandated to C drive
c. Unable to load into the TADLP hardware configuration
d. Virus
e. Not a production copy
f. System hang ups
g. Uncompleted courseware
h. Lessons can not continue
i. Links and video in the courseware do not work.
j. References can not found or viewed
k. Unable to use tools, functions, or print
l. Distorted color, overprinted text, and unclear sound
m. Bookmarks not able to save to A/H drive.

TEST RESULTS

a. The results will be logged in the TADLP database
b. Reports will be sent to ATSC/Other Agencies via e-mail
c. Copy of the test results, and notifications will be filed
d. Place courseware CD in storage area.
e. The TADLP website will be updated monthly to reflect the approved/disapproved courseware.

REJECTED COURSEWARE WILL BE REQUIRED TO CORRECT AND SENT THE CORRECT VERSION TO TADLP FOR RETEST

REVIEW PROCESS BLOCK DIAGRAM



CD CONTROL NUMBER :

DATE RECEIVED:

TADLP BLOCK 2 COURSEWARE TEST SHEET

Courseware Approved: Yes No

MOS: _____

COURSEWARE FACTS - ISSUES

COURSEWARE NAME: _____

WEB URL: _____

WEB COURSEWARE NAME:_____

COURSEWARE INFORMATION

Release Number: CD_____ How Many CD's: ___ Version/Revision: _____

Size of Courseware: _____MB Number of Lessons: _____

Download to Drive: A C D E Auto-run

Writes to Drive: _____

REQUIRED	YES	NO	REQUIRED	YES	NO
Internet			**Software**		
E-mail			Resolution		

Pixels: _____

Software Name: _____

COURSEWARE POC

ATSC/Other POC: _____

Phone: _____ DSN: _____

E-mail: _____

School/Location: _____

COMMENTS

Discuss all problems related to this test.

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Name: _____ Date:_____ Tested / Retested

Test Location: TADLP